



BARDSEY CUM RIGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 18th December 2024 at 7pm in Bardsey Village Hall

Commenced: 7.00 pm

Concluded: 8.45 pm

Present: Cllrs Stentiford, Bosomworth, Denby, Flockton, Hoyland, Jackson, Osborne, Tatman, Ward, Ward Cllr M Robinson.

Clerk: Mrs VA Forbes

2425/093 Introduction from the Chairman

Cllr Stentiford welcomed councillors to the meeting and wished all a Happy Christmas.

2425/094 Public Participation

Cllr Matthew Robinson attended the meeting to discuss item **2425/099(f)** on the agenda. The Chair brought this item forward for discussion.

Prior to the meeting, Cllr Robinson had forwarded design documents and projected costs for the implementation of two types of crossing on the A58. One is a zebra crossing near Mill Lane and the other an island crossing near Church Lane. The cost of the zebra crossing would be £85,800 and the island crossing £56,040. These costs were much higher than expected. This is due to the additional costs of installing lighting. Of the two crossings, the zebra crossing is the preferred option of BPC. Various options for the funding of this crossing, including from BPC need to be further explored but it was resolved to support this project.

2425/095 To receive any apologies and approve reasons for absence

No apologies, all councillors were present

2425/096 Declaration of Interests

- a) To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests
- b) To receive, consider and decide upon any applications for dispensation

There were no Declarations of Interests.

2425/097 To confirm the minutes of the full council meeting held on 20th November 2024 as a true and accurate record

The minutes were confirmed and signed by the Chair.

2425/098 Financial matters

- a) To receive and note bank account balances at 12 December 2024
Community Account: £13,060.99
Business Premium ME 1: £68,426.24
- b) To approve the schedule of payments for December 2024 (Appendix 1) **Approved.**
- c) To approve the bank reconciliation and budget comparison up to 12th December 2024 (Appendix 2) **Approved.**
- d) To review and decide on Grant Applications from Bardsey Bowling Club and Tennis Club for essential tree works.
It was resolved to grant the Bowling Club and the Tennis Club 25% of the costs of their recent tree works.

2425/099 To receive an update on the following ongoing issues and decide further action where necessary:

- a) Relocation of the Playground Tennis Table – including approval of quote from GGS Groundcare dated 10 December 2024 for £162.00 + VAT to hire a mini digger to move the table to the new location. (KO)
The above quote was approved.

- b) SIDS (MB)
The A58 South Bound SID is to be monitored for operation since the battery was replaced.
- c) Allotments (MB). The Clerk has drawn up draft documents for Allotment Rules and Tenancy Agreement which will be forwarded to Cllrs Bosomworth, Denby and Ward for approval.
- d) Highways (BH)
Prior to the meeting, Cllr Hoyland submitted a report. This included the following:
A58 – ‘For sale’ signs. On several occasions Estate Agents have been reminded of the requirement to display the signage within the curtilage of the property. Most have responded well while others have not been so responsive.
KESWICK LANE – work for a ‘safer crossing’ by the exit from Blacksmith’s Field has now been completed.
CIVIC HALL HIGHWAYS AND TRANSPORTATION MEETING – MONDAY 16 DECEMBER 2024
There is to be a new portal for reporting and following Highway matters. Matters reported should be more efficiently allocated to the relevant department and all information and updates should be available to view. There will be a bi-monthly update. The portal is not for public circulation and use and should only be used by Parish Councils etc. Reporting on LCC Highways website will still be available.
Unstable trees were discussed and advised there is a standard letter that can be sent to the relevant residents and used by Parishes.
- e) Village Pond (MB)
The outlet was cleared recently. There has been no evidence of the pond breaking its banks during recent wet weather. GGS Groundcare to clear a third of the lilies.
- f) Road crossing on A58 near Mill Lane (BH) – including considering the quotes from LCC for a Zebra crossing near Mill Lane and an Island crossing near Church Lane. This was reported earlier.
- g) Telephone Kiosk (LF) Cllr Stentiford to advertise for a handyman on the village facebook page.
- h) Website (KO) – To consider and decide on the quote from Aubergine for a logo and forms addition at £300.00 + VAT. Cllr Osborne’s daughter has improved the existing logo and it was agreed to use this logo. The charge to add forms was approved.
- i) Bardsey Ginnel (GT, MW)
The Clerk has reported the overgrown hedges and conifer tree to PROW at LCC and is awaiting their response.

2425/100 To receive an update on the following standing agenda items and agree any necessary action:

- a) Park Field (MW) – Thanks was given to a resident for all her work in Park Field.
- b) Playground (MW) – Bearings on the Cantilever Swing need replacing. Cllr Ward to source repair company
- c) Sports Club (MB) – New bin contract to start in the New year. Bin store to be built in the Spring.
- d) Bardsey Field (JJ) – Nothing to report other than posts have been installed in the field.
- e) Local Care Partnership Development (MB) – Clerk continues to circulate emails.
- f) Bardsey cum Rigton Neighbourhood Plan (ES,DD,LF,MB)
Ward Cllr Ryan Stephenson has submitted further dates for the rearranged meeting. Clerk to circulate.

2425/101 Planning matters

- a) To consider and decide upon the following applications:

Application Reference	Address	Proposal
24/07206/FU/NE	Wood View House 3 Keswick Court	Part garage conversion to habitable room space; part two storey side part first floor with dormer to front side extension; single storey rear extension; new roof lights to rear and fenestration alterations to rear Neutral.

- b) To note decisions made by LCC:

- i. Approvals
 - 23/07228 4 Scarsdale Lane 05/12/24
 - 24/06008 70 Blackmoor Lane 12/12/24
 - 24/05525 37 Keswick Lane 26/11/24
 - 24/05602 3 The Drive 12/12/24
 - 24/05924 20 Church Lane 05/12/24
- ii. Refusals

- iii. Appeals
- iv. Enforcements

2425/102 To review/adopt the following policies and procedures:

- a) Financial Orders – The clerk to amend orders and circulate for approval.
- b) Meeting Dates 2025 – The clerk circulated the 2025 meeting dates prior to the meeting.

2425/103 Matters requested by Councillors/Clerk:

- a) To consider and decide on grass cutting on Grange Close.
The history of BPC cutting the grass on Grange Close was considered. Further information is required before a decision can be made.
- b) To consider the future of the Village Website.
It was resolved for the Village Hall Committee to consider the future of the Village Website. Cllr Osborne offered to attend their meeting.

2425/104 To consider correspondence received and agree any necessary action

2425/105 To receive an update from Parish Councillors

Cllr Stentiford informed the meeting that Onsite have expressed interest in sponsoring a new bench at the top of Spear Fir.

2425/106 To notify the clerk of matters for inclusion on the agenda of the next meeting

David Smith from the East Keswick Wildlife Trust has asked to attend the next meeting to give an update on Bardsey Field.

2425/107 To confirm the date of the next Parish Council Meeting on Wednesday 15th January 2025 at 7.00 pm in Bardsey Village Hall.

The next meeting will take place on Wednesday 15th January 2025 at 7.00pm in Bardsey Village Hall.



BARDSEY CUM RIGTON PARISH COUNCIL

Appendix 1

Schedule of Payments December 2024

Below is a list of payments to be approved:

Payee	Details	Amount
Zen Internet Ltd	Broadband Village Hall	42.00
GGs Groundcare	Quarter Maintenance, Dog Bins, Grass Cutting etc	2043.00
GGs Groundcare	Paving area for Table Tennis Table	2382.00
Biffa	Village Waste	81.00
Biffa	Trade Waste to 03/01/2024	17.39
I.P.I.	Playground Inspection	120.00
ICO	Registration Fees x 2 years	80.00
NEST	Pension	54.60
VA Forbes	Salary	1176.12
HMRC	PAYE & NI	193.58
Bardsey Bowling Club	Grant for Tree Maintenance	440.00
Bardsey Tennis Club	Grant for Tree Maintenance	323.75
Aubergine 262 Ltd	New Website	658.80

Appendix 2

Financial Report

Bank Reconciliation

Prepared by: Victoria Forbes, Responsible Finance Officer

Date prepared: 15th December 2024

Balance as per bank statements at 12th December 2024

BANK STATEMENTS		
Community Account as at 12 th December 2024	£13,060.99	
Business Premium Account as at 12 th December 2024	£68,426.24	
Total		£81,487.23
Closing balance as at 12 th December 2024		£81,487.23
CASH BOOK		
Opening balance as at 1st April 2024	£62,830.82	
Add receipts (Precept £42,400, Grants £4,350.50, Rent £605.00, unpresented cheque £10.00, Interest £213.32, VAT Refund £6014.25)	£53,593.07	
		£116,423.89
Payments to date	£34,936.66	
Cash book closing balance as at 12 th December 2024		£81,487.23

Financial Update

The table below shows the Parish Councils expenditure to 12th December 2024 against the budget.

Budget Heading	2024-2025 Budget	2024 -2025 Current expenditure
Clerk Salary	12,500	8671.31
Clerks'/Cllrs' Expenses.	200	17.66
Gen. Admin.	300	149.48
Audit	550	390.00
Subscriptions/Membership	900	762.10
Playground	2000	243.00
Park Field	2000	4057.50
Grants	5000	
Asset Maintenance	1000	434.06
Waste Collection	1600	910.32
IT	1000	848.34
Flower tubs	220	126.00
Insurance	1550	1496.75
Grass Cutting	1300	975.00

Grounds Maintenance	5400	4265.00
Remedial work in village	2000	
Public Rights of Way project	3000	
WI FI	600	432.75
Village Meeting Place	5000	7195.00
Chair's Allowance	100	
Training	250	
Earmarked Reserves	13,500	
General Reserves	30,000	
Total		£34,936.66

Please note: The difference to the expenditure amount on the bank reconciliation is due to the VAT